



## CITY OF SAN BRUNO

Community Services Department

### MEETING MINUTES

#### Culture and Arts Commission January 19, 2017

1. **CALL TO ORDER/ROLL CALL:** Chair **Gamble** called the meeting of the Culture and Arts Commission to order at 6:30 p.m. Commissioners present: Chair Pamela Gamble, Vice Chair Carolyn Livengood, Jeanne George, Carlos Gonzalez, Bardi Rosman Koodrin, and Pamela Madden. Commissioners Absent: Tobin. Staff: Wallace and Aker.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Madden led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA:** **MSC Rosman Koodrin/Gonzalez** for approval of the agenda. Approved unanimously.
4. **APPROVAL OF MINUTES:** **MSC Rosman Koodrin/Madden** to approve the minutes of the November 17, 2016 Culture and Arts Commission meeting with the correction to 7 a. requested by Commissioner Rosman Koodrin. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
  - a. Discuss and Approve Process for Selecting Artists for Community Art Gallery Program – Superintendent Wallace let the Commission know that the call for artists for the Community Art Gallery Program was being developed and wanted input from the Commission to see if they would like the process changed at all. Currently, the artists are judged 60% on the nature of the work, 20% on the appropriateness of the work and, 20% for county residents. Commissioner Rosman Koodrin said that the process worked well for them in the past and Chair Gamble agreed. Commissioner Madden asked if the number of entries is limited and Superintendent Wallace replied that there is a minimum of five entries and a limit of 15. Vice Chair Livengood asked for staff to provide a list of qualifications that are required of the artists and Superintendent Wallace replied that he would bring it to the Commission's February meeting. **MSC Livengood/Rosman Koodrin** to approve the process for selecting artists for the Community Art Gallery Program. Approved unanimously.
  - b. Discuss and Provide Input on Future Intersection Pavement Art Project – Superintendent Wallace contacted the City of Millbrae regarding their recent

project of the city logo painted on one of their intersections. He reported that it was a part of a bigger project that revitalized that area of their City but the cost of the artwork on two intersections was approximately \$40,000. Commissioner Koodrin asked if the cost was covered by the City of Millbrae or Millbrae's Culture and Arts Commission and Superintendent Wallace replied that the City of Millbrae had paid for it but that if the Commission would like to move forward with this project it would be paid from the City Art Fund. Commissioner George said she did not feel that intersection art would be beneficial to the City and Commissioner Gamble added that the cost was too high and did not feel that any part of San Bruno had enough pedestrian traffic for the artwork to be valuable. **MSC Madden/Gonzalez** for this topic to be brought back to the next Commission meeting once more of the Commissioners were able to go view the Millbrae artwork for themselves. Approved unanimously.

- c. Approval of the 2017 Meeting Schedule – **MSC Madden/George** to accept the 2017 meeting schedule as presented. Approved unanimously.

#### **8. UNFINISHED BUSINESS:**

- a. Report on Caltrans Permitting Process for Traffic Signal Controller Boxes Art Project – Superintendent Wallace spoke with Caltrans regarding their permit process and was told that the City must send the Caltrans Art Committee an application showing the specific designs being proposed for approval. The Caltrans Art Committee also requested for the artwork to be painted on a polymer wrap instead of directly onto the box for safety and maintenance reasons. Superintendent Wallace explained that the polymer wrap would also increase the cost of each traffic signal controller box and wanted the Commission's input on using the polymer. Commissioner Madden asked if Caltrans is requiring the polymer wrap and Superintendent Wallace said that at this time they are not requiring it but that he was told it would help expedite the permit process. Commissioner George reminded the Commission that in past art projects where they've needed Caltrans permits the process has taken several months to years and asked Superintendent Wallace to ask Caltrans directly if they can give an estimate of time for this project. Commissioner Livengood asked if they knew of any other city on the peninsula that used the polymer wrap on the signal controller boxes so that they would be able to see it and get feedback on it. Superintendent Wallace said he would research and follow up with the Commission during their February meeting.

#### **9. EXCLUDED CONSENT:** None.

- 10. **ITEMS FROM STAFF:** Superintendent Wallace reminded the Commission that the City had invited all Boards, Commissions, and Committees to a special Facilities Vision Plan meeting for their feedback and input to help identify the community's highest priority for development of one or more new community facilities. The meeting would be held on Monday, January 23, 2017 at the Senior Center and Commissioners Madden and Rosman Koodrin had both confirmed that they would be there.

#### **11. PUBLIC COMMENT:** None.

- 12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Commissioner Livengood asked if the Commission would be doing a project along with Community Day in the Park and Superintendent Wallace said he would follow up with the Commission

after looking into it. Commissioner Gamble also suggested the Commission look into doing an art project for the Day of the Child held in City Park in April. The Commission asked for this item to be added to the agenda for their February meeting. Commissioner Rosman Koodrin told the Commission that the Literary Stage writing contest was open for submissions and passed out information regarding it. Commissioner Livengood asked for the word art project Commissioner Tobin had suggested be added to the February agenda to be discussed.

13. **ADJOURNMENT:** With no other business to be conducted, **Chair Gamble** adjourned the meeting at 7:38 p.m.

Respectfully Submitted,

Ludmer Aker  
Executive Assistant  
City of San Bruno